

Common Council Regular Meeting

Tuesday, January 12, 2021, 6:00 p.m.

In response to COVID-19, this meeting is being held virtually to ensure the safety of members and the public.

To participate via video, go to this website: <https://meet.google.com/mdf-jebj-hki>

To participate via phone, call this number: +1 (314) 773-5700 and enter PIN: 172 964 439# when prompted.

MINUTES

1. **Call to order-** The meeting was called to order by Mayor Bill Hurtley at 6:00 p.m.
2. **Roll Call-** Members present: Mayor Bill Hurtley, Alderpersons Jim Brooks, Dianne Duggan, Bill Lathrop, Ben Ladick, Gene Lewis, Joy Morrison, and Erika Stuart. Others present: City Clerk Darnisha Haley, Judy Walton, Community Development Director Jason Sergeant, Municipal Services Director Chad Renly, and City Attorney Mark Kopp.
3. **Approval of Agenda-** Brooks made a motion, seconded by Duggan to approve the agenda. Motion approved 7-0
4. **Approval of Minutes-** Brooks mad a motion, seconded by Lathrop to waive the reading of the minutes for December 8, 2020 meeting and approve as presented. Motion approved 7-0
5. **Civility reminder-** Recognition of the commitment to civility and decorum at Council meeting
6. **Citizen Appearances other than agenda items listed-** None
7. **Reports of Committees**
 - A. **Library Board Report-**Haley read the report prepared by Library Director Megan Kloeckner as follows:

General Updates

 - 2020 Program Information:
 - In-Person Programs Held: 73 children’s programs, 14 young adult, and 21 adult/all ages programs. Total attendance was 1,593.
 - Live, Virtual Programs Held: 39 children’s programs, 9 young adult programs, and 3 adult/all ages programs. Total attendance was 913.
 - Pre-Recorded Programs Held: 12 children’s programs and 1 adult/all ages program. Total attendance 1,504.
 - Self-Directed Activities Held: 47 children’s, 8 young adult, and 36 adult/all ages. Total participation: 1,236.
 - Megan will begin working on the library’s annual report in February. This report is submitted to the Department of Public Instruction every year.
 - The library is working on updating their strategic plan. We hope to have a survey available for the public in February.
 - B. **Youth Center Advisory Board Report-**Brooks reported they did not meet in December but plan on meeting sometime next week. Brooks also reported that

Chad Renly & Dale Roberts are looking into an air handling units for the facility so when they do open back up it will be a safe environment.

C. Plan Commission Report-Nothing to Report

D. Finance and Labor Relations Committee Report

- 1) Duggan made a motion, seconded by Morrison to accept the November 2020 Supplemental City bills as presented in the amount of \$99,485.50. Motion approved 7-0 on a roll call vote.
- 2) Morrison made a motion, seconded by Duggan to accept the December 2020 City bills as presented in the amount of \$903,902.89. Motion approved 7-0 on a roll call vote.

E. Public Safety Committee Report-Duggan reported that EMS & Police employees that wanted to receive COVID vaccination have received them. PD continues to investigate the possibility of a 4 way stop at E Main & Water St.

- 1) Duggan made a motion, seconded by Stuart to approve of the Original Alcohol Beverage License Application for a Class B Beer and Class C Wine License for Angel's Pizza LLC, Michael Barcena, Agent, 44 N Madison St, Evansville, WI 53536, d/b/a Marsala's Pizzeria, 18 E Main Street, Evansville, WI 53536. Motion approved 7-0.

F. Municipal Services Report- Brooks reported the committee discussed late fee charges on utility bills. Earlier in the year a waiver was completed with the PSC stating that late fees would be waived until December 31, 2020, The PSC offered to continue this waiver until April 15, 2021 and the City agreed to continue this waiver.

- 1) **Economic Development Committee-** Brooks reported the committee reviewed the Year end reports from the Chamber for tourism and for the County to take a look at the yearend standing and the overall 2020 development efforts. Brooks also reported the committee is taking a look at the North Allen Creek Redevelopment plan due to renewed interest in that area.

G. Parks and Recreation Board Report-Morrison reported they had a citizen appearance at the December 15th meeting requesting an ice skating rink. Renly is looking for a spot to put a retention pond so that ice skating does not have to be on the lake for safety reasons. The committee is looking to get shelter reservation requests online to better streamline the process. For the 2021 baseball program they are looking at an online organizational meeting to discuss registration and fee schedules.

Morrison also reports that the original deadline for the engineering drawings of the dam repair had been extended due to COVID. Renly stated he should have the drawings from the engineer next week and they should be submitted to the DNR by January 29, 2021. The 2021 Creek Walls and second duck house repairs recommended by the Historical Preservation Commission is currently under review. Renly reported that the park road has been closed to make it more difficult for people to fish on the lake so that aquatic life can recoup from the spring and summer fishing season.

H. Historic Preservation Commission-Lewis reported there were two meetings held in December, one was rescheduled from November and the regular December meeting.

- 1) At the December 9th meeting Lewis reported 32 W Main St had a request for replacement windows. The only issue was the front main window was entered as a double window but is actually a single window. Owner was approved for a double window had to provide documentation showing the changes to move forward. Lewis also reported the committee approved an application to update the siding and porch for property address 14 Railroad. During this meeting staff issued two certificates of appropriateness, one at 15 Mill St for replacement roof and a second at 27 W Main St for a sign change.
- 2) At the December 16th Meeting Lewis reported there was a presentation from Committee Chair Dan Stephans regarding window restoration, when to repair and when to replace. Preservation Hero Awards were issued to the following:
 - i) Residential-45 N First
 - ii) Favorite Commercial Building-24 E Main
 - iii) City/Public- Lake Leota Fireplace

I. Fire District Report-Brooks reported that 1/3 of the Firefighter staff have been vaccinated through Mercy and reporting good results. At this meeting the Chief provided the annual call volume which showed a decrease in 2020 fire calls, possibly due to the pandemic and less activity outside. There was a total of 98 fire call, 60% of which were between 6 a.m. and 6 p.m., the other 40% were in the evening. There were 13 mutual aid calls where we assisted out and 2 mutual aid calls where we requested assistance. There were 4 major fire incidents in 2020, the structure fire on Liberty St, 2 garage fire on Church St, Structure fire in June on Topper Rd due to lightening and a gas leak on E Main St in October. EMS assists were at 46 which is half of what they were in 2019 and the department is averaging about 10.7 firefighters per call in 2020.

J. Police Commission Report- Nothing to report, did not meet

K. Energy Independence Team Report- Nothing to report, did not meet

L. Board of Appeals Report-Nothing to report, Did not meet

8. Unfinished Business

A. Discussion and possible motion on procedure for 2021 Property Revaluation. This item has been tabled until the scheduled June 8th, 2021 meeting.

9. Communications and Recommendations of the Administrator (placeholder) - Nothing to report

10. Communications and Recommendations of the Mayor-Hurtley reported an update on the city trash service going good and DPW staff was out picking up Christmas trees. There will be a city hall staff meeting on Friday to discuss bring all staff back to work in the office beginning on Monday January 18th, 2021. City hall will remain closed/open by appointment only at this time.

- A. Brooks made a motion, seconded by Ladick to approve Resolution 2020-26 A Resolution Authorizing Purchase of Real Estate. Motion approved 7-0 on a roll call vote

11. New Business

- A. Discussion on mandatory electronic packets. The council agreed to get a paper copy and a digital copy and experiment with both to see how they feel about each.

12. Introduction of New Ordinances- Renly discussed how the council would like him to proceed with amending Ordinance Chapter 118 (Lease agreement with US Cellular)

13. Meeting Reminder

- A. The next regular meeting is scheduled February 9th, 2021 6:00 p.m.

14. Adjourn- Duggan made a motion, seconded by Duggan to adjourned at 7:20 p.m. Motion approved 7-0

Darnisha Haley, City Clerk

The minutes are not official until approved by the Common Council at the next regular meeting.